

**MINUTES  
SPECIAL SESSION  
THE DESIGN REVIEW BOARD  
TOWN OF CAMP VERDE COUNCIL CHAMBERS  
385 S. MAIN STREET (Parks & Recreation Conference Room)  
TUESDAY JANUARY 13, 2009  
2:00 PM**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Board motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion.

**1. Call to Order**

The meeting was called to order at 2:00 p.m. by Vice Chairperson Norton.

**2. Roll Call**

Vice Chairperson Norton, Board Members Brinkman, Hough and P&Z Commissioner Liaison Buchanan were present; Chairperson Binick arrived at 2:02 p.m. and presided over the remainder of the meeting; Board Members Holguin and Darby were absent.

**Also Present:** Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, Planning Assistant Jenna Paulsen and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Binick.

**4. Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.

**a. Minutes for approval**

No Minutes for approval

**b. Set Next Meeting, Date and Time**

Meeting to be set at Regular Session on 1/27/09

On a motion by Hough, seconded by Brinkman, the Consent Agenda was unanimously approved as presented.

**5. Call to the Public for Items not on the Agenda**

There was no public input.

**6. Discussion and Possible Approval of Amendment to Dollar General DRB 2007-13: An application submitted by Ryan Ashby of Stout Building Contractors, LLC, agent for Buffalo Partners, owner of parcel 403-23-104D, amending the East elevation appearance of Dollar General Store. This project is located at 1000 W. Finnie Flat Road.**

On a motion by Hough, seconded by Norton, the Board unanimously approved the Amendment to DRB 2007-13, as submitted by the Applicant, with the gutter downspouts being moved into the shadows of the columns as discussed.

**STAFF PRESENTATION**

Director Buckel explained that after the initial approval of the original plans that

had been presented to the Board, staff noted that there were changes taking place because of adjustments that had to be made on the construction of the mechanical units. It was determined that those changes would affect the outward appearance of the building and therefore necessitated coming back to the Board for approval. The Project Manager had indicated that the changes from the originally proposed construction were found to be necessary based on the size of the building, proximity of the units to the property line and the design standards; the project now needs to go to four separate units, with the duct work to be on the exterior instead of the interior. Buckel projected slides showing the indicated changes. The false rock columns will be removed and the Chase Ways will be made to appear as rock columns. The elevations had been mislabeled originally, but the awnings were always proposed to be on the west side. Buckel said that the applicant has a very tight deadline involving a contractual agreement to get a Certificate of Occupancy by January 26<sup>th</sup>. The basic issue is the change because of the type of mechanical equipment. Also, the planned gutter downspouts were not noted on the original elevations since they had not yet been designed at that time. Buckel advised the Board that the Applicant was also available by telephone if the members so requested.

#### **APPLICANT'S STATEMENT and Board Discussion**

**Gregg Freeman**, Project Superintendent, confirmed for the members the information outlined by Buckel and distributed copies of drawings to illustrate the noted changes. During the general discussion of the drawings and changes outlined, it was suggested that the downspouts be moved close to the fake columns to make them less visible, to which Mr. Freeman agreed. There was no further discussion.

#### **7. Board Informational Reports:**

Chairperson Binick welcomed Alan Buchanan, the Planning & Zoning Commission Liaison representative who will be on that assignment for the next 6 months. Binick also commented that the Sewer District construction is moving along.

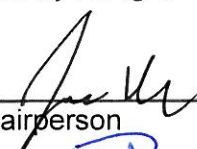
#### **8. Staff Report**

Adm. Assistant Paulsen noted that the regularly scheduled meeting for January 27<sup>th</sup> at 3:00 p.m. had a few items for approval on the agenda as well as review of the proposed photo library.

Buckel advised the members that Council has requested that all Boards and Commissions only hold meetings as necessary in an effort to try to cut back on expenses including staff time; the visual library could be worked on with staff during regular office hours at no cost. Also, the Dollar General Store will be coming back to the Board for signage approval.

#### **9. Adjournment**

On a motion by Hough, seconded by Brinkman, the meeting was adjourned at 2:21 p.m.

  
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James Binick, Chairperson

  
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Nancy Buckel, Community Development Director

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Design Review Board of the Town of Camp Verde during the Special Session of the Design Review Board, Camp Verde, Arizona, held on the 13<sup>th</sup> day of January 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 24<sup>th</sup> day of Feb., 2009

Margaret Harper  
Margaret Harper, Recording Secretary